



TOWN OF HUDSON

Municipal Utility Committee



David Shaw, Chairman Marilyn McGrath, Selectmen Liaison

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Hudson Municipal Utility Committee Meeting Minutes

Date of Meeting: July 17, 2018

Member Attendees:

Jim Lavacchia, Vice Chairman
Bill Abbott
Chelsea Leonard
Donna Staffier-Sommers – Administrative Adie

Absent:

Dave Shaw, Chairman
Marilyn McGrath, Selectman Liaison
Elvis Dhima, Town Engineer

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Tuesday, July 17, 2018 at 7:00 pm, in the Buxton meeting room at Town Hall. Secretarial duties were provided by Donna Staffier-Sommers.

Chairman Dave Shaw was unable to attend so, Vice Chairman, Jim Lavacchia took over today's chair duties.

1. Acceptance of minutes

The minutes of the June 19, 2018 Municipal Utility Committee meeting were reviewed.

A motion was made by Bill Abbott; second by Chelsea Leonard to "accept the meeting minutes for meeting dated June 19, 2018, as written." Motion carried.

3. Financial Status – Water Utility

A – D. The Cash Flow report for May 2018 and the un-audited Expenditure & Revenue reports for June 2018 were reviewed with no comments.

The Pennichuck Operations report for June 2018 was reviewed. This will be the final monthly operations report from Pennichuck Water Works as the Town is now contracted with Whitewater to carry out the maintenance and meter reading for the Water Utility.

Jim asked if the Town will receive all of the meter inventory from Pennichuck? *Spoke to Elvis and he confirmed that we did.-dlss.*

Jim also noticed that Pennichuck did more meter periodic tests and asked if we got the backflow testing history. *Spoke to Elvis, we got a final report.-dlss*

4. Old Business- Water Utility -None

5. New Business – Water Utility - None

6. Financial Status – Sewer Utility

- A. The cash flow report for May2018 and the unaudited Expenditure and Revenue reports for June 2018 were reviewed without comment.
- B. The balance of capacity is at 69,500 gpd.

7. Old Business – Sewer Utility - None

8. New Business – Sewer Utility - None

9. Informational

- A. Bill Abbott provided the Committee with a 12 month profit and loss statement for both water and sewer.
- B. The Committee received a questionnaire from the Town auditors, Plodzik & Sanderson, regarding the Committee’s knowledge of the financial procedures of the Town. This is similar to what was submitted last year. The Committee decided to wait to complete this until the next meeting so that Chairman Dave Shaw could be in attendance.

10. Remarks by Selectman, members and staff - none

Meeting was adjourned at 7:35 pm, with motion made by Bill Abbott; seconded by Chelsea Leonard. The next meeting is scheduled for August 21, 2018 at 7pm.

Donna Staffier-Sommers
Sewer Utility Administrative Aide